

**Town of Woodstock  
WPS Facilities Upgrade Committee  
Wednesday, September 28, 2016  
7:30 AM – Upstairs Selectmen’s Conference Room  
Town Hall**

**Present:** Brian Musumeci, Chandler Paquette

**Absent with Notification:** Jeremy Serwer

**Others Present:** William Bartlett, Joni Cullan

**1. Call to Order**

Chandler Paquette called the meeting to order at 7:54 a.m.

**2. Approve Minutes of August 8, 2016 Meeting**

***Motion:** by Brian Musumeci, seconded by Chandler Paquette to approve the minutes of the August 8, 2016 meeting. **Motion carried unanimously.***

**3. Clerk of the Works Update**

Bill Bartlett provided an update.

- The Middle School is 100% complete.
- The Elementary School is 98% complete.
- The metal work is in the process of being finished.
- There will be a change order to replace the rotted material under the vinyl siding that was found in the courtyard area. He has requested that the final payout include all the change orders.
- The installation of the roofing material has met and exceeded industry standards. The trim work is very good. The quality workmanship of the eaves and vents is outstanding.
- Other things that need to be completed are: a) clean out where the downspouts meet the ground before the downspouts are put in place, b) install concrete splash blocks, and c) cover sections of the existing metal with new metal to tighten it up (which met some resistance).
- A punch list will be developed when they do the walk through tomorrow, recommending all items be fixed in one week. After the punch list is complete there will be a final walk through.
- The manufacturer will need the name and address to go on the warranty documents. Once we receive the documents, Bill Bartlett suggested Town Counsel review them.
- If CHRO has not given approval to Allied Restoration for the Affirmative Action/Set-Aside Plan they submitted within 120 days, the Town should request a release the 2% retainage.

#### 4. Payment of Bills

Bill Bartlett reported that he had reviewed the pay requisitions submitted by Allied Restoration. After some back and forth, he recommended approval for payment. He further explained that included in this pay requisition is the CHRO requirement that a 2% retainage be held until Allied Restoration's documents are reviewed and approved by CHRO.

**Motion:** by Chandler Paquette, seconded by Brian Musumeci to approve the payment of bills received from GM2 Associate as follows:

Elementary School Roof Replacement Project, State Project #169-0027

a. Invoice #40154.00 Clerk of the Works – ES \$11,511.50  
Services Ending July 31, 2016

b. Invoice #40154.01 Clerk of the Works – Hourly - ES \$ 1,265.00  
Services Ending July 31, 2016

Middle School Roof Replacement Project, State Project #169-0026

c. Invoice #40155.00 Clerk of the Works – MS \$24,667.50  
Services Ending July 31, 2016

d. Invoice #40155.01 Clerk of the Works – Hourly – MS \$ 885.50  
Services Ending July 31, 2016

**Motion carried unanimously.**

**Motion:** by Chandler Paquette, seconded by Brian Musumeci to approve the payment of bills received from Allied Restoration Corp as follows:

Elementary School Roof Replacement Project, State Project #169-0027

a. Invoice #08930 Job Application No. 003 (ES) \$520,382.70

Middle School Roof Replacement Project, State Project #169-0026

b. Invoice #08928 Job Application No. 003 (MS) \$115,641.62

**Motion carried unanimously.**

**Motion:** by Chandler Paquette, seconded by Brian Musumeci to approve the payment of bills received from Silver Petrucelli & Associates, Inc. for the Elementary School Roof Replacement Project, State Project #169-0027, and Middle School Roof Replacement Project, State Project #169-0026 as follows:

a. Invoice #16-1331 \$7,130.00  
Elementary School - \$3,910  
Middle School - \$3,220

b. Invoice #16-1134 \$ 264.74

c. Invoice #16-1679 \$20,150.00  
Elementary School - \$11,050  
Middle School - \$9,100

Brian Musumeci suggested they wait to approve the payment of the invoice received in September (item c above).

***Amended motion:*** by Chandler Paquette, seconded by Brian Musumeci to approve the payment of bills received from Silver Petrucelli & Associates, Inc. for the Elementary School Roof Replacement Project, State Project #169-0027, and Middle School Roof Replacement Project, State Project #169-0026 as follows:

a. Invoice #16-1331	\$7,130.00
Elementary School - \$3,910	
Middle School - \$3,220	
b. Invoice #16-1134	\$ 264.74

***Motion carried unanimously.***

## **5. Correspondence and Announcements**

There were none.

## **6. Citizens Comments**

Chandler Paquette thanked Bill Bartlett for his service and for always being on top of everything with this project. He asked that the Selectmen's Office keep his name in the file for future projects. Brian Musumeci agreed.

## **7. Adjournment**

**Motion:** by Chandler Paquette, seconded by Brian Musumeci to adjourn at 8:14 a.m.  
**Motion carried unanimously.**

Respectfully submitted,

Joni Cullan  
Recording Secretary